

## Explanation of variances – pro forma

Name of smaller authority: [REDACTED]

County area (local councils and parish meetings only): [REDACTED]

Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- **New from 2020/21 onwards:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2021/22 £	2022/23 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	20,135	24,504				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	13,418	13,418	0	0.00%	NO		
3 Total Other Receipts	951	602	-349	36.72%	YES		VAT refund of £796 received in prior year. Interest earned was £450 higher. Net difference of £346
4 Staff Costs	3,176	2,186	-990	31.17%	YES		Missing Salary Payments for Jan, Feb, Mar (total £772) and PAYE for Q4 of £145.60 = £917.88
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	6,823	14,871	8,048	117.95%	YES		See outline below
7 Balances Carried Forward	24,504	21,467			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	24,504	21,467				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and As	18,086	24,800	6,714	37.12%	YES		Purchase of 2x SID devices (£2500ea). Picnic Table (£800), Bench (£660), Village "gates" (£800). Disposition of old Laptop (£400)
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

**BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)**

**Breakdown of All Other Payments (Box 6). Note: values include VAT (amended 20/6)**

Account	1 Apr 2023	1 Apr 2022	Variance	Reason
	to 31 Mar 2024	to 31 Mar 2023		
	Expense	Expense		
Allowance Elizabeth Martin	£250	£325	-30%	-£75 No allowance paid for Jan-Mar (paid in 24/25 FY) at £25 x3)
Bank Charges	£72	£23	68%	£49 Change of banks to one that now charges a service fee - last year was part year
Community	£469	£595	-27%	-£125 22/23 had Jubilee expenses for community event
Donation[S.137]	£0	£50	-100%	-£50 No donations in FY
Grants [S.137]	£0	£0	0%	£0
Grounds Maintenance	£3,220	£2,706	16%	£514 Additional grass cutting (earlier start to season)
Highways	£6,722	£0	100%	£6,722 Purchase of 2x SID machines at £2340 each
Insurance	£534	£491	8%	£42
Internal / External Audit	£340	£325	4%	£15
Internet Website	£402	£263	34%	£138 Move to hugofox - still paying for email services on other supplier
IT and Operations (Clerks Expenses)	£544	£462	15%	£82 Additional costs for Zoom not claimed in prior year (£120)
Memberships & Subscriptions	£327	£382	-17%	-£55 Additional membership payment in 22/23 carried over from prior year
Payroll	£171	£181	-6%	-£10
Playground	£1,456	£659	55%	£797 Purchase of Table for playarea (£548). Playground checks held over until after YE
Publications (Grants [S.137])	£115	£111	4%	£4
Rent Village Hall	£250	£250	0%	£0
Training	£0	£0	0%	£0
<b>Total Expenses</b>	<b>£14,871</b>	<b>£6,823</b>	<b>54%</b>	<b>£8,048</b>